

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Date]

[Recipient's Name]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Appeal for Oyster Card Renewal

I am writing to formally appeal the decision regarding the renewal of my Oyster Card (Card Number: [Your Card Number]). I have been a loyal customer for [duration of use] and have encountered an issue that I believe warrants reconsideration.

[Briefly explain the reason for the appeal, including any relevant circumstances or details, such as unexpected changes in your situation, errors in your application, or specific guidelines you believe support your case.]

I kindly request a review of my case and a reconsideration of the decision made regarding my Oyster Card renewal. I appreciate your attention to this matter and I am hopeful for a positive resolution. Thank you for your time and understanding.

Sincerely,

[Your Name]
[Your Contact Information]
[Your Oyster Card Number] (if applicable)